

**PARK AND RECREATION BOARD AGENDA
MONDAY JANUARY 6, 2025
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of the December 2, 2024, meeting.

Recreation –

2. Discussion and consideration for the update to the Special Event Permit Application.
3. Discussion and consideration for special event Ice Age Habitat Restoration, January 24-25, 2025, with fees waived.
4. Discussion and consideration for special event Hometown Celebration, June 26-29, 2025.
5. Discussion and consideration for Hometown Celebration expenditures for 2025:
 - a. Not to exceed \$20,000 to Beer Capital due June 30, 2025.
 - b. \$19,000 to Five Star Fireworks Co: \$4,095.93 due March 15, 2025, \$14,500 due July 29, 2025.
 - c. \$16,383.72 to Area Rental: \$4,095.93 deposit, \$12,287.79 due May 23, 2025.
 - d. \$9,000 to Bella Cain: \$1,000 deposit, \$8,000 due on June 28, 2025.
 - e. \$3,500 to Mt. Olive on June 27, 2025.
 - f. \$3,105 to Port a John on June 26, 2025.
 - g. \$1,508 to Home City Ice on June 4, 2025.

Public Works –

6. Discussion and consideration of budgeted electrical contract for Nixon Parks new scoreboard and the flagpole light.
7. Discussion Of Hartbrook and Nixon Parks merry go round painting and repair.
8. Discussion on budgeted park bubbler replacement.

Other Items for Consideration

9. Announcements: It is not contemplated that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.

10. Adjourn
Deidre Bushéy
Deputy Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk, at (262)367-2714. The Municipal Building is handicap accessible.

PARK AND RECREATION BOARD MINUTES
MONDAY DECEMBER 2, 2024
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Shaunta' de Boer, Kathy Van Thiel, and Craig Eisenhut.
Excused: Farrell
Absent: Miller, Conner
Others: Sara Rennekamp, Heather Costa, Tom Jenson, Leo Jungbluth, Cory Bahr, Mark Hughes, Jim Minz, Mark Pape, Linda Zweig, Michael Schaefer , Melissa Ruhr.
7:00 PM Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

None.

1. Consideration of a motion to approve the Park and Recreation minutes of October 7, 2024.

Motion (Eisenhut/Van Thiel) to approve the October 7, 2024, minutes. Carried (4-0).

Recreation –

2. Discussion and consideration of the implementation of the Civic Rec software for field reservations and an update to the policy for facility reservations.

Rennekamp explained that the Recreation Department purchased new software last year to be more user friendly and are starting to make the shift this upcoming year. Rennekamp went over the process for this change. Money will be deposited directly into software and pulled from the user groups account. Hallquist asked if they will need to physically turn in the paperwork or do it online. Rennekamp said Dee-Dee will be inputting the initial scheduling, after the initial scheduling is input user groups will be able to make changes via Civic Rec and they will be able to see their balance at the end of the season. Mark Hughes asked if there is any progress on the electric for the new scoreboard and Jungbluth said we are getting quotes and waiting on a third for installation in the spring.

Motion (Eisenhut/de Boer) to approve the update to the facility reservation policy. Carried (4-0).

3. Discussion and consideration of park court rental fees for 2025.

Rennekamp explained that only the fees for the pickleball and tennis courts are being increased. The fee is going from \$20 to \$30. Van Thiel asked how much money was received last year for those courts.

Motion (Hallquist/Van Thiel) to approve the increase for the park court rental fees for 2025. Carried (4-0).

4. Discussion on Hartbrook Park Playground equipment

Brief discussion on the Playground unit for Hartbrook Park. Hallquist asked if this would compromise the new building potentially.

5. Discussion and consideration of Kiwanis special event request for Thursday Night Ice Games in January and February of 2025.

It was stated that Kiwanis has been a sponsor of the ice rink, and their winter play date is always weather dependent. This will be 4 Thursdays and 2 people staffing from Kiwanis for hot chocolate. Their plan is to not take up more than half of the rink. They will be playing games for the kids like red light green light and there is no charge to the public. Kiwanis is asking for the fees to be waived, and they will be posting a schedule in the warming shed. Hallquist made the comment, fees are for non-residents or people making a profit and this is not for profit.

Motion (Eisenhut/Van Thiel) to approve Kiwanis special event request for Thursday Night Ice games in January and February. Carried (4-0).

Public Works –

6. Discussion and possible consideration of Annual Review of the Bark River, Nixon Park Canteen agreements with HAAA, Flanagan-Dorn Canteen agreement, Lake Country Lacrosse Centennial Park Use Agreement and the Score Board/Press box Agreement with the Lake Country Chiefs.

Jenson stated there have been no changes to the agreements. Hallquist asked if the Pressbox is being used.

Motion (Hallquist/de Boer) to approve the annual review of agreements for Bark River Canteen, Nixon Park Canteen with HAAA, Flanagan-Dorn Canteen agreement, Lake Country Lacrosse (Arrowhead Lacrosse) Centennial Park Use agreement and the Scoreboard/Press Box agreement with the Lake Country Chiefs. Carried (4-0).

7. Discussion on cart for Recreation-

Jungbluth went over the options of Receptions new golf cart.

8. Discussion on the budget-

CIP park bubblers and projects in the park.

9. Discussion on bench installation at Nixon flagpole from the Wall that heals -

Discussion on the orientation of the concrete slab for the benches with a pedestal for the light. Hallquist asked if the misspelling on the bench will be fixed.

Other items for Consideration-

10. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.

None.

PARK BOARD MINUTES
MONDAY DECEMBER 2, 2024
7:00 PM
PAGE 3

- Jungbluth said the Ice Age Trail Boardwalk will be going up soon.
Forestry mowing happening at Cottonwood Wayside to remove buckthorn.
- Rennekamp – Drone show at Hartland Lights event at Nixon on Friday Dec 6th, Holiday Train is on Dec. 8th. Kiwanis will be offering food, and we will be accepting food donations for the Food Pantries.

11. Adjourn -

Motion (Eisenhut/de Boer) to adjourn. Carried (4-0).

Meeting adjourned at 7:53 pm.

Respectfully submitted By Recording Secretary,
Deidre Bushey - Deputy Clerk



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEES ARE REQUESTED 60 DAYS PRIOR TO YOUR EVENT. EVENTS WITHIN 60 DAYS ARE SUBJECT TO DENIAL BY VILLAGE STAFF OR THE VILLAGE BOARD.

ORGANIZATION INFORMATION				
Name of Organization				
Street Address		City	State	Zip
Phone Number		Are you a 501(c)3 Organization?		
				Yes No
Event Contact Person (First & Last Name)				
Address		City	State	Zip
Email	Phone Number		Day of Event Phone Number	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.				

EVENT INFORMATION		
Name of Event		Date(s) of Event
Event Start Time		Event End Time
Location of the Event*		
Will your event take place in a Village of Hartland Park?		Yes No
<p>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</p> <p>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</p>		

OTHER INFORMATION			
Generally describe your event and its purpose			
Estimated Number of Participants	Spectators	Vendors	
Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i>		Yes	No
Will you be selling/serving food?		Yes	No
Will you have food trucks? <i>If yes, you will need to obtain Outside Food Vendor Permits under separate application.</i>		Yes	No
If yes, how many food trucks will be at the event?			
Will you be selling merchandise? <i>If yes, you will need to obtain a Solicitor's Permit under separate application.</i>		Yes	No
Does the event involve fireworks? <i>If yes, you will need to obtain a Fireworks Permit under separate application.</i>		Yes	No
Does the event involve amplified music?		Yes	No
If yes, will the amplified music be a:		Band	DJ
Hours of amplified music:			
Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.			
Is street closure requested?		Yes	No
Hours of street closure:			
Diagram for Street Closure Provided?		Yes	No
Will you need barricades provided by the Village for your event?		Yes	No
How many barricades needed for your event?			
"Road Closed" signs requested?		Yes	No
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.</i>		Yes	No
Will you be providing portable restrooms and wash stations?		Yes	No

OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?

Will you provide parking for participants?

Yes

No

If yes, where will parking be available?

Will you provide a dumpster/clean-up services?

Yes

No

If yes, please describe your clean-up and refuse collection plan.

Will the event require additional security?

Yes

No

Will you have an emergency plan in the event of severe weather?

Yes

No

Will the event require first aid and/or emergency responders?

Yes

No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents?

Yes

No

DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and licenses.

Signature of Applicant

Date

For staff use only

Park/Rec. Board approval, if necessary, on:

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

Village Board approval, if necessary, on:

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk				
Fire				
Police				
Public Works				
Rec				

Fees

_____ Outside Food Vendors	_____ Special Event Permit	TOTAL FEES _____
_____ Park Facility Fees	_____ Temp. Bartender's	
_____ Solicitor's Permit(s)	_____ Temp. Class B	

All requirements for this special event have been met.

Village Administrator approval

Date



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT

ORGANIZATION INFORMATION			
Name of Organization Ice Age Trail Alliance			
Street Address 2110 Main Street	City Cross Plains	State WI	Zip 53528
Phone Number 608-798-4453	Are you a 501(c)3 Organization?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Event Contact Person (First & Last Name) Steve Pence			
Address 2110 Main Street	City Cross Plains	State WI	Zip 53528
Email steve@iceagetrail.org	Phone Number 608-798-4453	Day of Event Phone Number 262-305-9643	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event 2025 HIP: Invasive Species Control, Hartland Marsh Preserve	Date(s) of Event January 24 & 25, 2025
Event Start Time 09:00	Event End Time 15:30
Location of the Event* Cottonwood Wayside Park	
Will your event take place in a Village of Hartland Park?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</p> <p>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</p>	

OTHER INFORMATION

Generally describe your event and its purpose: The Ice Age Trail Alliance will be removing non-native brush from our Hartland Marsh Preserve property. This will enhance the hiking experience, and habitat for birds, bats, and insects. We would like to utilize the Cottonwood Park for parking, meeting, and to serve lunch. We will utilize local catering, and portable toilet services for this event.

Estimated Number of Participants 80 total	Spectators	Vendors
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Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you be selling/serving food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Will you have food trucks? <i>If yes, you will need to obtain Outside Food Vendor Permits under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If yes, how many food trucks will be at the event?

Will you be selling merchandise? <i>If yes, you will need to obtain a Solicitor's Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Does the event involve fireworks? <i>If yes, you will need to obtain a Fireworks Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Does the event involve amplified music?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If yes, will the amplified music be a:

<input type="checkbox"/> Band	<input type="checkbox"/> DJ
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Hours of amplified music:

Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.

Is street closure requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Hours of street closure:

Diagram for Street Closure Provided?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you need barricades provided by the Village for your event?	Yes	No
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How many barricades needed for your event?	None
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"Road Closed" signs requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you be providing portable restrooms and wash stations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?
 One toilet will be placed in the parking lot at the park. All waste will be removed by the toilet service.

Will you provide parking for participants? Yes No

If yes, where will parking be available? We would like to use the park's parking lot.

Will you provide a dumpster/clean-up services? Yes No

If yes, please describe your clean-up and refuse collection plan. We don't create much waste at these projects. What we do make, we haul out to our own dumpster off-site.

Will the event require additional security? Yes No

Will you have an emergency plan in the event of severe weather? Yes No

Will the event require first aid and/or emergency responders? Yes No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents? Yes No

DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and licenses.

Redupree
Signature of Applicant

12/20/24
Date

For staff use only

Park/Rec. Board approval, if necessary, on:

Village Board approval, if necessary, on:

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.	12-30-24		<i>SPolendo</i>	for Scott Husinger
Clerk	12-23-24		<i>Redupree</i>	
Fire				
Police	12/30/24		<i>[Signature]</i>	
Public Works	12/30/24		<i>[Signature]</i>	
Rec	12/30/24		<i>[Signature]</i>	

Fees

- _____ Outside Food Vendors
- _____ Park Facility Fees
- _____ Solicitor's Permit(s)
- _____ Special Event Permit
- _____ Temp. Bartender's
- _____ Temp. Class B

TOTAL FEES

Request fees waived

All requirements for this special event have been met.

[Signature]
Village Administrator approval

12/30/24
Date

THIS ENDORSEMENT CHANGES YOUR POLICY. PLEASE READ IT CAREFULLY

GENERAL LIABILITY WRAP

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

The following is a summary of the coverages provided in this Endorsement. This Endorsement is applicable only to those premises described in the Declarations.

A.	NON-OWNED WATERCRAFT	1
B.	NON-OWNED AIRCRAFT HIRED WITH CREW	1
C.	DAMAGE TO PREMISES RENTED TO YOU	1
D.	PERSONAL AND ADVERTISING INJURY - BROAD FORM	2
E.	MEDICAL PAYMENTS INCREASED LIMIT	2
F.	SUPPLEMENTARY PAYMENTS INCREASED LIMITS	2
G.	NEWLY FORMED OR ACQUIRED ORGANIZATIONS	2
H.	ADDITIONAL INSURED - BUILDING OWNER	2
I.	ADDITIONAL INSURED BY CONTRACT	2
J.	DUTIES AFTER LOSS REDEFINED	3
K.	BODILY INJURY REDEFINED	3
L.	UNINTENTIONAL FAILURE TO DISCLOSE	3

With respect to coverage provided by this Endorsement, the provisions of the Coverage Form apply unless modified by the Endorsement.

A. NON-OWNED WATERCRAFT

- SECTION I, COVERAGE A, 2. Exclusions, g. Aircraft, Auto or Watercraft, Paragraph (2) is deleted and replaced by the following:
 - A watercraft you do not own that is:
 - Less than 51 feet long; and
 - Not being used to carry persons or property for a charge;
- This coverage applies to any person who, with your expressed or implied consent, either uses or is responsible for the use of a watercraft.
- This coverage does not apply if there is any other insurance for "bodily injury" or "property damage" liability that would also apply to loss covered under this coverage, whether the other insurance is primary, excess, contingent or on any other basis. A policy issued by us to apply specifically in excess of this policy is not considered other insurance.

B. NON-OWNED AIRCRAFT HIRED WITH CREW

- SECTION I, COVERAGE A., 2. Exclusions, g. Aircraft, Auto or Watercraft, does not apply to an aircraft that is:
 - Not owned by any insured; and
 - Hired or chartered by, or loaned to you, with a paid crew for the sole use of transporting your "employees."
- This coverage does not apply if there is any other insurance for "bodily injury" or "property damage" liability that would also apply to loss covered under this coverage, whether the other insurance is primary, excess, contingent, or on any other basis. A policy issued by us to apply specifically in excess of this policy is not considered other insurance.

C. DAMAGE TO PREMISES RENTED TO YOU

SECTION I, COVERAGE A, 2. Exclusions, j. Damage to Property, is amended to remove the limitation that the property be rented to you for a period of 7 or fewer days. Coverage applies when the premises is rented to you or temporarily occupied by you with the permission of the owner.

D. PERSONAL AND ADVERTISING INJURY - BROAD FORM

1. SECTION I, COVERAGE B, 2. Exclusions, e. Contractual Liability, is deleted.
2. The following is added to the "Personal and Advertising Injury" definition:
 - h. Discrimination or humiliation (unless insurance thereof is prohibited by law) that results in injury to the reputation of a natural person, but only if such discrimination or humiliation is:
 - (1) Not done intentionally by or at the direction of:
 - (a) You;
 - (b) Any of your officers, directors, stockholders, partners, managers, or members.
 - (2) Not directly or indirectly related to the employment, prospective employment or termination of employment of any person or persons by any insured.

E. MEDICAL PAYMENTS INCREASED LIMIT

If Medical Expense Payments coverage applies:

1. SECTION I, COVERAGE C MEDICAL PAYMENTS, is amended as follows:

The reporting period as shown in paragraph 1.a.(2) of the Insuring Agreement, is amended to be reported within three years of the date of accident, in lieu of one year.
2. The Medical Expense Limit shown in the Limits of Insurance section of the Declarations of the Commercial General Liability Coverage Part is increased to \$10,000.

F. SUPPLEMENTARY PAYMENTS INCREASED LIMITS

In SECTION I, SUPPLEMENTARY PAYMENTS - COVERAGES A and B, is amended as follows:

1. Item 1.b., the cost of bail bonds is changed to \$2,500; and
2. Item 1.d., actual loss of earnings is changed to \$500 a day.

G. NEWLY FORMED OR ACQUIRED ORGANIZATIONS

SECTION II – WHO IS AN INSURED, paragraph 4.(a), 90th day is changed to 180th day.

H. ADDITIONAL INSURED - BUILDING OWNER

SECTION II, WHO IS AN INSURED is amended to include as an additional insured the owner, manager, or lessor of premises but only with respect to liability arising out of the ownership, maintenance, or use of that part of the premises leased to you subject to the following additional exclusions.

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction, or demolition operations performed by or on behalf of the person or organization shown in the Schedule.

I. ADDITIONAL INSURED BY CONTRACT

1. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf;in the performance of your ongoing operations for the additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

2. With respect to the insurance afforded these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - (2) Supervisory, inspection, architectural or engineering activities.
- b. Any of your Subcontractors, or any partner, officer, agent or employee of such Subcontractor.
- c. "Bodily injury" or "property damage" occurring after:
 - (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured (s) at the location of the covered operations has been completed; or
 - (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
 - (3) The limits of insurance applicable to such insurance shall be the lesser of the limits required by the agreement between the parties or the limits provided by this policy.

J. DUTIES IN THE EVENT OF AN OCCURRENCE, OFFENSE, CLAIM OR SUIT

1. Notice of Occurrence or an Offense

- a. The requirement in SECTION IV, CONDITIONS, 2.a. that you must see to it that we are notified of an "occurrence" or an offense only applies when the "occurrence" or offense is known to:
 - (1) You, if you are an individual;
 - (2) A partner, if you are a partnership;
 - (3) An officer of the corporation or insurance manager, if you are a corporation; or
 - (4) A member or manager, if you are a limited liability company.

2. Notice of claim or suit

- a. The requirement in SECTION IV, CONDITIONS, 2.b. that you must see to it that we receive notice of a claim or "suit" applies only when the claim or "suit" is known to:
 - (1) You, if you are an individual;
 - (2) A partner, if you are a partnership; or
 - (3) An officer of the corporation or insurance manager, if you are a corporation; or
 - (4) A member or manager, if you are a limited liability company.

K. BODILY INJURY REDEFINED

The definition of "Bodily injury" in SECTION V -- DEFINITIONS is replaced by the following:

"Bodily injury" means bodily injury, sickness, or disease sustained by a person, including mental anguish, mental injury, shock, fright or death resulting from any of these at any time.

L. UNINTENTIONAL FAILURE TO DISCLOSE

Any unintentional error or omission in the description of, or failure to completely describe, any premises or operations intended to be covered by this Commercial General Liability Coverage Form will not invalidate or affect coverage for those premises or operations. However, you must report such error or omissions to us as soon as practicable after its discovery.

All other terms and conditions of this policy not in conflict with the terms and conditions of this Endorsement shall continue to apply.

JANUARY 24-25, 2025

The timeline for both days of the event is as follows:

- 8:15am volunteers will start to arrive
- 8:30am we will gather in the parking lot for work assignments
- 8:45am I will begin setting up for lunch in the park shelter
- 12pm Lunch will be served, after which I will begin cleaning up
- 3:30pm work will stop, we will pack up and head out. We will be off the premises no later than 5pm each day if everything goes according to plan.

Most of the event is on Alliance owned property, but we would like to have lunch served out of the pavilion, and utilize the parking lot for parking, and to place a portable toilet in. The attached map shows the location, but they're very easily moved and I can have it placed anywhere the village would prefer.



VILLAGE OF HARTLAND

210 Cottonwood Avenue | Hartland, WI 53029 | 262-367-2714

PARK FACILITY RESERVATION APPLICATION

Organization name (if applicable): ICE AGE TRAIL ALLIANCE

Tax Exempt: ___ No Yes - attach WI Sales & Use Tax Exemption Certificate, form S-211

Point of contact name: STEVE PENCE

Phone number: 608-798-4453 Email: STEVE@ICEAGETRAIL.ORG

Address: 2110 MAIN ST, CROSS PLAINS WI, 53528

Additional contact: RILEY DUPEE

Phone number: 608-617-2326 Email: RILEY@ICEAGETRAIL.ORG

I verify the information provided and agree to the Park Board's policy and Village Ordinances regarding park usage.

Riley Dupee
Signature

12/20/24
Date

RENTAL INFORMATION

Reservation date: 1/24 & 1/25/25 Event type: HABITAT RESTORATION/VOLUNTEER

Arrival time (including set up): 08:00 Departure time (including clean up): 16:00

Attendance: 80 Electricity: ___ Yes No

RENTAL FEES

Checks (payable to the Village of Hartland), cash, and credit card are accepted. All fees must be paid at the time of reservation.

Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Centennial Park
- Cottonwood Wayside
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field is reserved)
- Other structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) **\$100 Deposit Required**
- Open Space Reserved (describe area below)

Rental Fee (based on attendance)

Attendees	Resident	Non-Resident
<input type="checkbox"/> 0 - 50	\$85.00	\$140.00
<input checked="" type="checkbox"/> 51 - 100	\$100.00	\$155.00
<input type="checkbox"/> 101+	\$150.00	\$205.00

Refundable Deposit (based on attendance)

Attendees	Deposit Amount
<input type="checkbox"/> 0 - 100	No deposit required
<input type="checkbox"/> 101 - 200	\$200.00
<input type="checkbox"/> 201+	\$300.00

Rental Fee

Tax (5%) on rental fee

Deposit

Structure Deposit

Total Due

Request to Waive

Date/time rec'vd: _____ Total: _____

Date entered: _____ Permit Number: _____



Portable Toilet
Location

Cottonwood Wayside

Cottonwood Ave

Cottonwood Ave

901

PARK SHELTER USE POLICIES

RESERVATIONS

Picnic area shelters must be reserved for a specific site. All uses must be open to the public and free of charge. To reserve a park shelter or open space, complete the reservation application form and submit it with the required fees and deposits to the Village of Hartland. Reservations are processed on a first-come, first-serve basis. An authorized representative 18 years old or older of the group who shall be personally responsible for the conduct of the participants and for damages must sign the application. Reservation requests will be accepted beginning the first business day in January each year. All rental fees include Wisconsin sales tax (where applicable).

Athletic facilities require a separate reservation. If you wish to reserve an athletic facility (soccer field, softball field, volleyball court, etc.), please contact Village Hall staff. No park fields can be reserved with your shelter permit prior to the first Monday in March.

LIMITS TO RESERVATION TIME

- Hours for all Village parks are sunrise to sunset.
- The Village cannot guarantee privacy to any group.
- Reservations are made for a specific time frame. Set-up and clean-up time must be included in the scheduled time. No equipment, supplies, or materials shall be placed at the facility prior to or after the scheduled reservation time.

LIMITS ON USE OF FACILITIES

- Malt beverages are permitted in all picnic areas when a valid malt beverage permit is applied for and granted through the Village's Administrative Office or Police Department. No other intoxicating liquor products are allowed.
- Parking is permitted in designated areas only. Parking in the picnic areas on the grass is prohibited. • Individuals must be at least 18 years of age to request a rental permit.
- The Village is not responsible for private equipment or material used in a Village facility.
- All pets must be licensed, on a leash not exceeding six feet in length and under control of its owner at all times. Owners must promptly remove and dispose of any pet waste in a sanitary manner.
- Facility decorations must not be removed. Individuals who wish to decorate may do so as long as the facility is returned to its original condition. Failure to do so will result in loss of the deposit.
- Participants may not pass a collection plate or solicit from the audience. Donations may be accepted at concession areas only. Material distribution must be confined to the concession areas.

FACILITY AMENITIES

- Electricity - Some picnic shelters offer a limited number of electrical outlets. Caution is advised when using electrical services as they are all 20 amp circuits and can be easily overloaded. Due to vandalism, we cannot guarantee electrical availability. Press the red GFI button on the outlet to reset if necessary.
- Picnic tables - There are a limited number of picnic tables available in the parks for all users. Large groups will need to provide their own additional seating. Please respect the rights of others to utilize the park facilities.
- Grills - Some grills are supplied by the Village of Hartland in picnic areas. Caution should be exercised when disposing hot ashes.
- Restroom facilities and parking lots are open to park patrons and not exclusive to the permit holder.

PERMITTED

- Tents are permitted only in certain areas when a picnic group has reserved a shelter. Tents are to be placed adjacent to the shelter. Tents may not be placed on the asphalt. Tents may only be set up on the day of the picnic and must be removed the same day. Charges will be assessed for damage incurred during the set-up or removal of tents.
- Radios are permitted in all picnic areas. The use of amplification equipment is not permitted. The volume of radios must be kept at a level so as to not unreasonably annoy or disturb the peace and quiet for other park users or surrounding residents in accordance with Section 9.07 of the Municipal Code.

REFUNDS

- In the event of cancellation, permit fee may be refunded. A \$10.00 fee may be charged for administrative processing. **Cancellations within 2 weeks of the reservation will not be refunded.**
- Reservations may be altered online or by submitting a written request to the Village of Hartland at least 14 days prior to the reservation. Contact the Village's Administrative Office for further assistance.

REMINDERS

- Disorderly conduct is prohibited.
- Allow time for clean-up. Leave the park and facility in the condition found.
- Any costs for damage or excessive cleanup will be invoiced or deducted from the security deposit.



Wisconsin Sales and Use Tax Exemption Certificate

Form S-211

Do not send this certificate to the Department of Revenue

Purchaser: Complete this certificate and give it to the seller.

Seller: If this certificate is not fully completed, you must charge sales tax. Keep this certificate as part of your records.

Check One Single Purchase Continuous

Purchaser Information			
Business Name ICE AGE TRAIL ALLIANCE INC		Type of Business Nonprofit organization	
Business Address PO BOX 128, 2110 MAIN ST		City CROSS PLAINS	State WI
		ZIP Code 53528	
Purchaser's Tax ID Number 39-6076028		State of Issue WISCONSIN	
If no Tax ID Number, enter one of the following:	FEIN	Driver's License Number/State Issued ID Number	State of Issue
Seller Information			
Name VILLAGE OF HARTLAND			
Address 210 COTTONWOOD AVE		City HARTLAND	State WI
		ZIP Code 53029	

Reason for Exemption

Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

- Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.
- Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.
- The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.
- Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state.
Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- Portion of the amount of fuel converted to steam for purposes of resale. Percent of fuel exempt: _____ %
- Property used exclusively and directly in qualified research, by persons engaged in manufacturing at a building assessed under s. 70.995, by persons engaged primarily in biotechnology in Wisconsin, or a combined group member conducting qualified research for another combined group member that meets these requirements.

Farming (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, beekeeping or custom farming services.)

- Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming. This includes services to the property and items above.
- Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- Breeding and other livestock, poultry, farm work stock, bees, beehives and bee combs.
- Containers for fruits, vegetables, bee products, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.
- Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- Animal bedding, drugs for farm livestock or on bees, and milk house supplies.

Governmental Units and Other Exempt Entities

Enter CES No., if applicable

008-0000525099-05

- The United States and its unincorporated agencies and instrumentalities.
- Any federally recognized American Indian tribe or band in this state.
- Wisconsin state and local governmental units, including the State of Wisconsin or any agency thereof, Wisconsin counties, cities, villages, or towns, and Wisconsin public schools, school districts, universities, or technical college districts.
- Organizations organized and operated exclusively for religious, charitable, scientific, or educational purposes, or for the prevention of cruelty to children or animals. CES Number 008-0000525099-05 (Required for Wisconsin organizations).

Other

- Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
- Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC, IC, or MC No. (if applicable) _____.
- Machines and specific processing equipment used exclusively and directly in a fertilizer blending, feed milling, or grain drying operation, including repair parts, replacements, and safety attachments.
- Building materials acquired solely for and used solely in the construction or repair of holding structures used for weighing and dropping feed or fertilizer ingredients into a mixer or for storage of such grain, if such structures are used in a fertilizer blending, feed milling, or grain drying operation.
- Tangible personal property purchased by a person who is licensed to operate a commercial radio or television station in Wisconsin, if the property is used exclusively and directly in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
- Fuel and electricity consumed in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.

Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %

- Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.
- Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.
- Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility. Caution: Do not check the "continuous" box at the top of page 1.

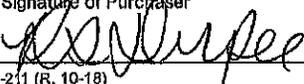
- Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility. (Percent of electricity or natural gas exempt _____ %)
 - Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for residential or farm use.
- | | % of Electricity Exempt | % of Natural Gas Exempt | % of Fuel Exempt |
|--|-------------------------|-------------------------|------------------|
| <input type="checkbox"/> Residential | _____ % | _____ % | _____ % |
| <input type="checkbox"/> Farm | _____ % | _____ % | _____ % |

Address Delivered: _____

- Percent of printed advertising material solely for out-of-state use. _____ %
- Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.
- Computers and servers used primarily to store copies of the product that are sent to a digital printer, a plate-making machine, or a printing press or are used primarily in prepress or postpress activities, by persons whose NAICS code is 323111, 323117, or 323120.
- Purchases from out-of-state sellers of tangible personal property that are temporarily stored, remain idle, and not used in this state and that are then delivered and used solely outside this state, by persons whose NAICS code is 323111, 323117, or 323120.
- Other purchases exempted by law. (State items and exemption). _____

I declare that the information provided is complete and accurate to the best of my knowledge, and that the product(s) purchased will be used in the exempt manner indicated. If a product is not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability, including tax, interest, and penalty.

CAUTION: Using this certificate to avoid paying sales tax may result in a fine of \$250 for each transaction for which the certificate is used

Signature of Purchaser 	Print or Type Name RILEY DUPEE	Title FIELD OPS SPEC	Date 12/20/2024
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(DETACH AND PRESENT TO SELLER)



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT

ORGANIZATION INFORMATION			
Name of Organization Village of Hartland			
Street Address 210 Cottonwood Avenue	City Hartland	State WI	Zip 53029
Phone Number 262-367-0352	Are you a 501(c)3 Organization?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Event Contact Person (First & Last Name) Sara Rennekamp			
Address 210 Cottonwood Avenue	City Hartland	State WI	Zip 53029
Email sara@villageofhartland.wi.gov	Phone Number 262-367-0352	Day of Event Phone Number 262-367-0352	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event Hometown Celebration	Date(s) of Event June 26-29, 2025
Event Start Time 6/26 4 pm, 6/27 4 pm, 6/28 12 pm, 6/29 11 am	Event End Time 6/26 11 pm, 6/27 11 pm, 6/28 11 pm, 6/29 4 pm
Location of the Event* Nixon Park 6/26-6/28, Parade Route Through Hartland 6/29	
Will your event take place in a Village of Hartland Park?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</p> <p>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</p>	

OTHER INFORMATION

Generally describe your event and its purpose **Community event to celebrate 4th of July; music, refreshments and food, carnival,**

Estimated Number of Participants **5,000** Spectators Vendors **5**

Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.* Yes No

Will you be selling/serving food? Yes No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.* Yes No

If yes, how many food trucks will be at the event?

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.* Yes No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.* Yes No

Does the event involve amplified music? Yes No

If yes, will the amplified music be a: Band DJ

Hours of amplified music: **4-11 pm 6/26-6/28**

Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.

Is street closure requested? Yes No

Hours of street closure: **Park closure (Maple and Park entrance)**

Diagram for Street Closure Provided? **Map provided** Yes No

Will you need barricades provided by the Village for your event? **will be coordinated with PD/DPW** Yes No

How many barricades needed for your event? Trucks/blocks/barricades

"Road Closed" signs requested? Yes No

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.* Yes No

Will you be providing portable restrooms and wash stations? Yes No

OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of? 17 restroom units, 2 wash stations - includes 1 ADA unit. 15 units by pickleball, 1 unit by lower pond, 1 unit on Hartbrook Drive. (Wednesday delivery, Port-A-John)

Will you provide parking for participants? Yes No

If yes, where will parking be available? Street parking, municipal parking, and additional lot in industrial park, 455 E. Industrial Drive.

Will you provide a dumpster/clean-up services? Yes No

If yes, please describe your clean-up and refuse collection plan. Collect garbage throughout event as needed and the following morning (park clean up). 3 Dumpsters 8 yard (Wednesday delivery, serviced Friday & Saturday)

Will the event require additional security? Police presence near tent and throughout park Yes No

Will you have an emergency plan in the event of severe weather? *PD makes weather determinations* Yes No

Will the event require first aid and/or emergency responders? *Fire/EMS on site* Yes No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents? *N/A* Yes No

DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

HOMETOWN CELEBRATION: CALENDAR OF EVENTS

THURSDAY, JUNE 26

FOOD & REFRESHMENTS

CARNIVAL

MUSIC

FRIDAY, JUNE 27

FOOD & REFRESHMENTS

CARNIVAL

MUSIC

FIREWORKS

SATURDAY, JUNE 28

FOOD & REFRESHMENTS

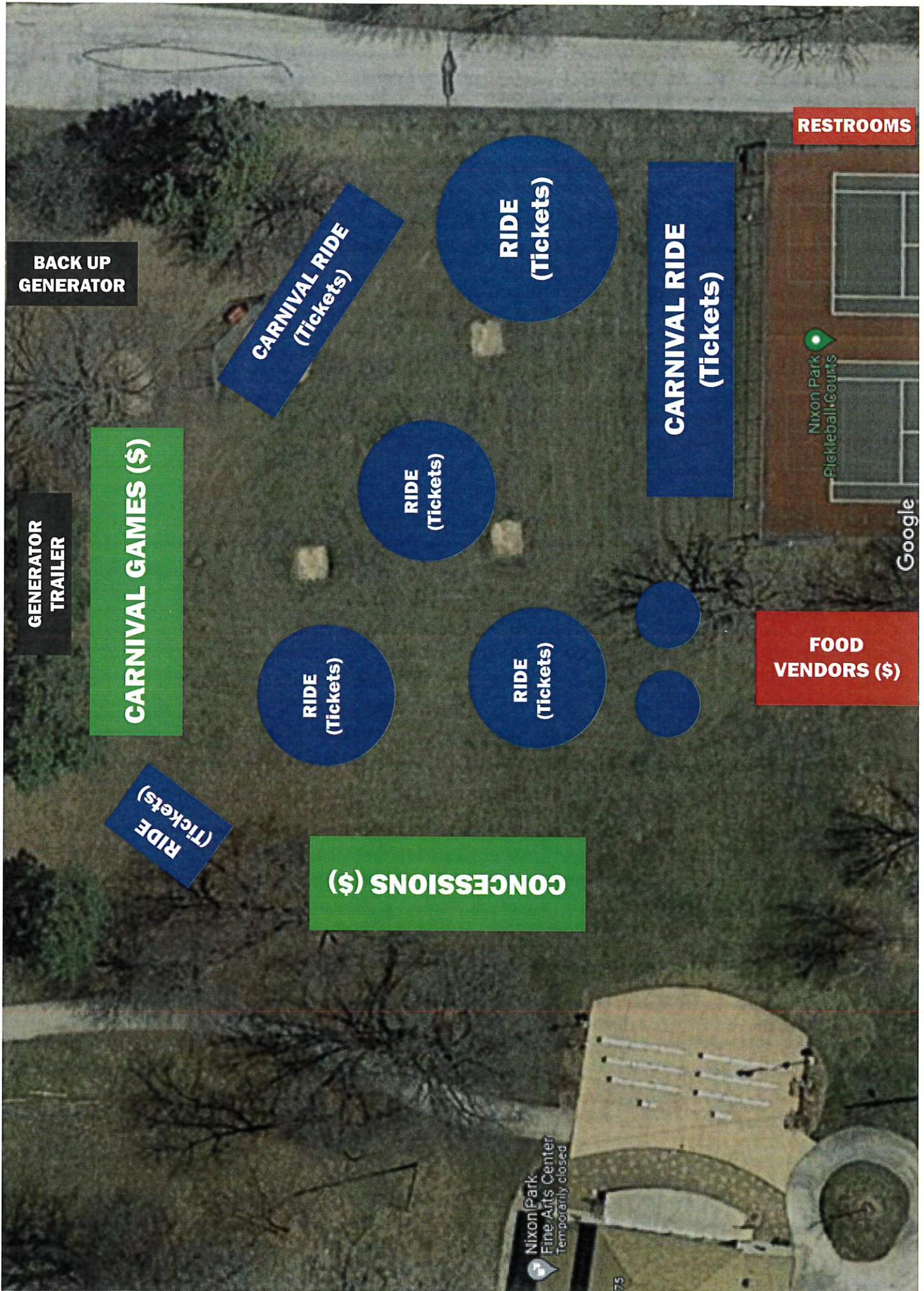
CARNIVAL

MUSIC

SUNDAY, JUNE 29

PARADE

WENZEL AMAZEMENTS APPROXIMATE SITE MAP





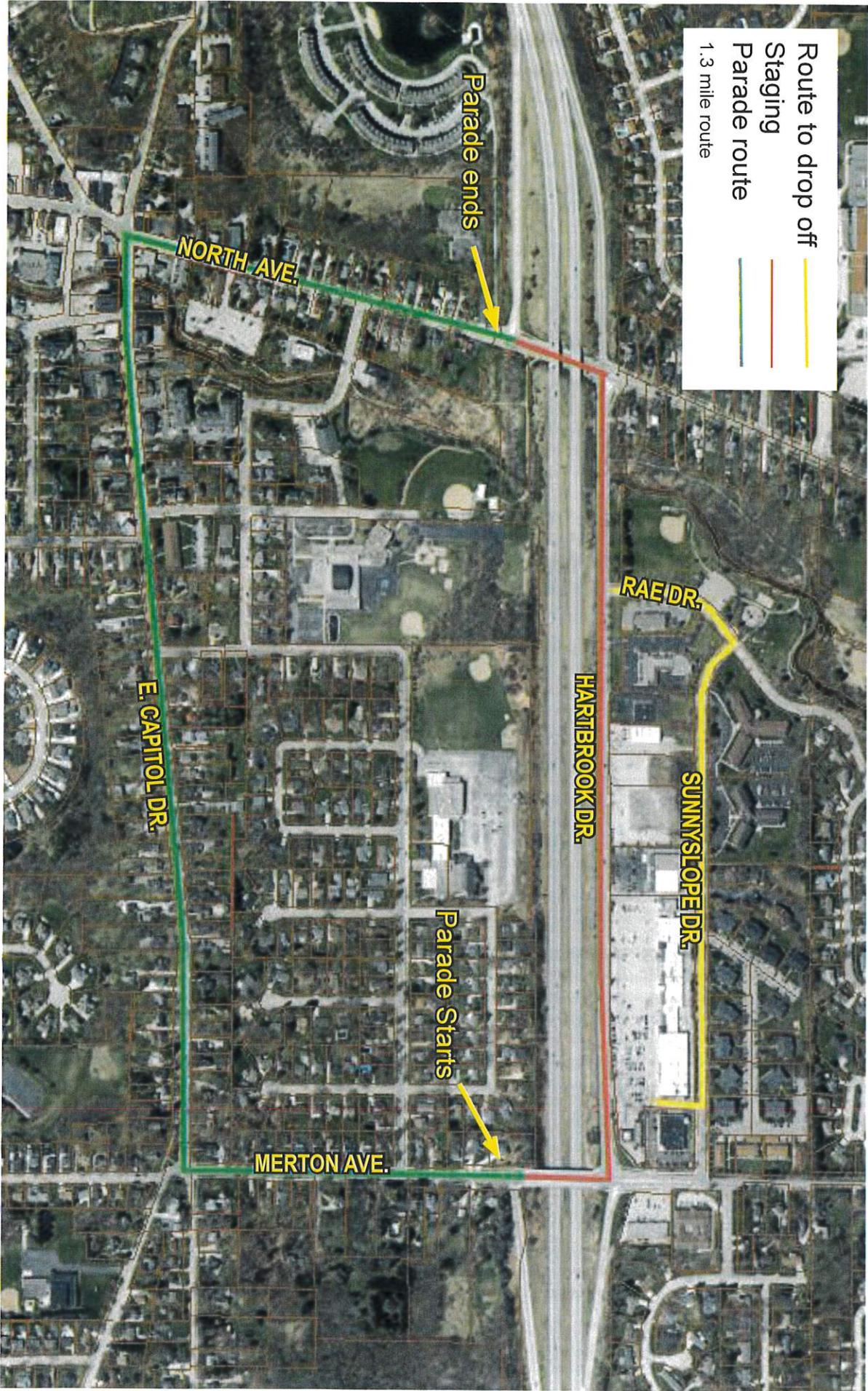
WENZEL AMAZEMENTS CARNIVAL





WENZEL AMAZEMENTS





Route to drop off
Staging
Parade route
1.3 mile route

Parade ends

NORTH AVE.

RAE DR.

HARTBROOK DR.

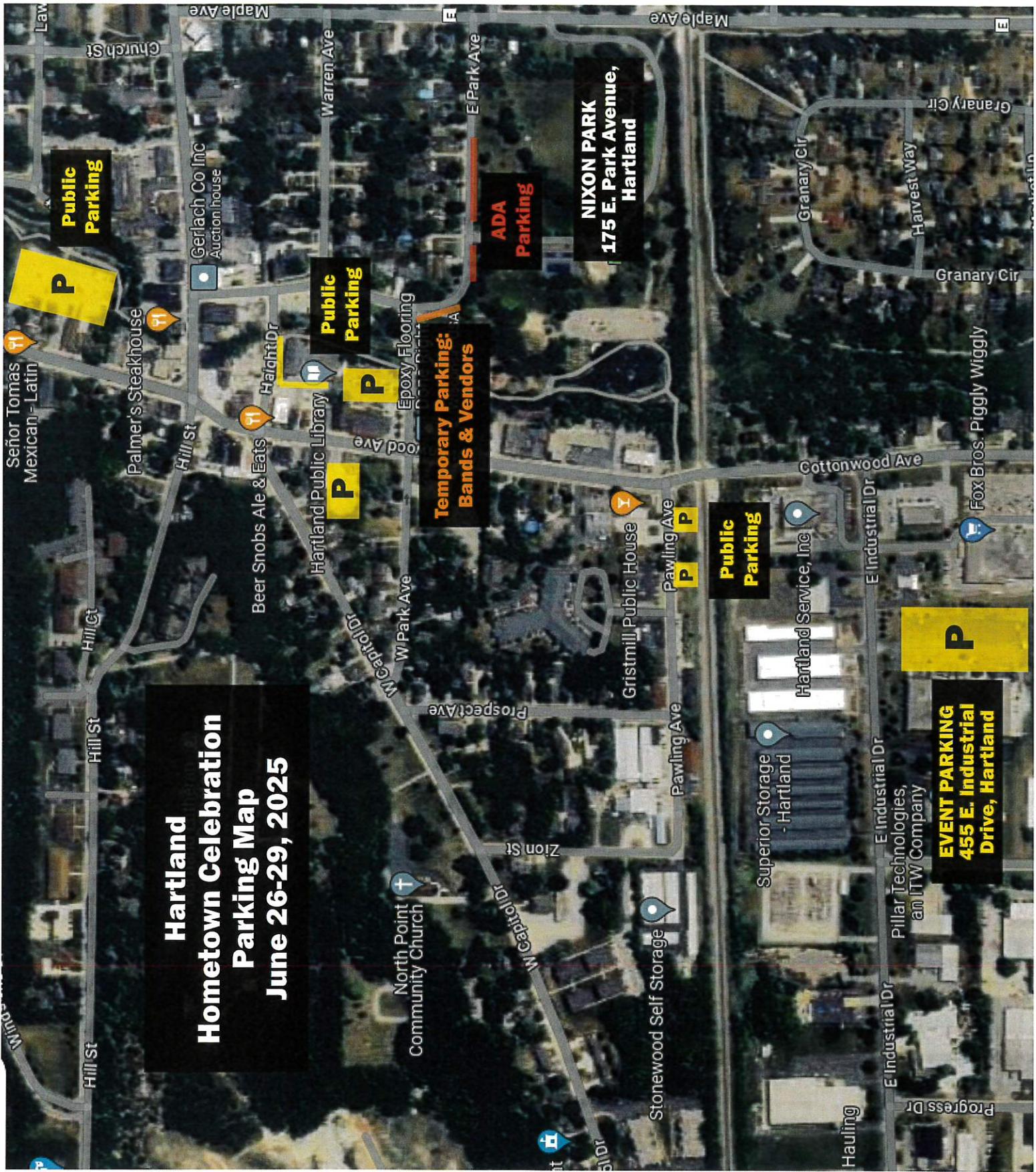
SUNNYSLOPE DR.

Parade Starts

E. CAPITOL DR.

MERTON AVE.

Hartland Hometown Celebration Parking Map June 26-29, 2025



Public Parking

Public Parking

**Temporary Parking:
Bands & Vendors**

**ADA
Parking**

**NIXON PARK
175 E. Park Avenue,
Hartland**

**Public
Parking**

P

**EVENT PARKING
455 E. Industrial
Drive, Hartland**

FIVE STAR FIREWORKS CO.

Mystic Fireworks, Inc., d/b/a Five Star Fireworks

P. O. Box 143

Oconomowoc, WI 53066-0143

Telephone (262)569-7820; Cell (262)490-4164

THIS AGREEMENT is made this 26th day of December, 2024, between:

Mystic Fireworks Inc. d/b/a

FIVE STAR FIREWORKS CO.

- and -

CUSTOMER, Village of Hartland, 210 Cottonwood Avenue Hartland, WI 53029

Customer agrees to engage Mystic Fireworks, Inc. d/b/a Five Star Fireworks, (“Five Star”) to shoot a fireworks show (“Show”) on June 27, 2025 at Nixon Park.

Customer agrees to pay Five Star the total price \$19,000.00, subject to modification for changes in the show for the labor, shooting and furnishing of fireworks for the Show referenced above.

A non-refundable down payment of \$4,500.00 shall be made by March 15th. The remaining amount is due July 29, 2025.

Five Star and the Customer agree as follows:

FIREWORKS EXHIBITION TERMS AND CONDITIONS

1. **Parties.** This contract engages the services of Five Star to produce and perform pyrotechnic displays for the Customer as referenced above.

2. **Product.** Five Star agrees to furnish to Customer a fireworks display Show containing the fireworks indicated on the attached Exhibit “A” which is a list of the purchased fireworks to be used for the Show.

3. **Supply.** In the event any of the fireworks listed in Exhibit “A” should not be available through no fault of Five Star, Five Star reserves the right to substitute said fireworks with comparable fireworks without further notice. Any said substitutions will be of equal or greater value to Customer and will not affect the “look” or “feel” of the Show.

4. **Date.** The date of the Show shall be for June 27, 2025.

5. **Weather.** In case of inclement weather, the displays will be rescheduled for June 28, 2025. In the event inclement weather forces the cancellation of the Show and said Show is not rescheduled, Customer shall pay a restocking charge of 15% of the cost of the Show with the remaining down payment refunded to Customer.

6. **Financing/Sponsorship.** Should a Customer lose funding for the Show or a sponsor of the Show withdraws funds, the Customer must give written notice of same to Five Star indicating what amount of funds were lost and what is the new budget for the Show. Notice must be received before the

end of April of the year the Show is to be produced. The Customer will have the following options:

- a. **Cancellation.** If the funds available for the Show are less than the amount necessary to conduct a reasonable Show, then the contract for that year may be canceled. If the Customer has additional years remaining on its contract, then the Customer must make all reasonable efforts to secure financing for the remaining Shows. Cancellation of the contract due to lack of funds does not free or allow Customer to search out other fireworks companies to shoot the Show.
- b. **Reorganization.** After informing Five Star of the loss of funds, Customer can arrange with Five Star reorganization the Show given the new amounts available. If notice is received less than thirty (30) days prior to the Show, any cancellation or change will be disallowed. Five Star reserves the right to refuse reorganization of the Show based on its own judgment of the facts in any given situation.

7. **Personnel.** Five Star shall provide qualified personnel who will handle the delivery, set-up and execution of the display fireworks, as well as appropriate clean-up satisfactory to the Customer of the shoot display area. Said personnel are under the sole and direct control and supervision of Five Star. Any changes in the Show or information regarding the Show on the date of the Show must be referred to the site supervisor.

8. **Safety.** Five Star shall take all safety precautions with respect to the Show, shall comply with all safety measures required by the Contract, and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property at the Show. The following provisions are also necessary for the safety of the Show:

- a. **Area.** Customer shall provide Five Star with sufficient area as defined by Five Star to shoot said Show in a safe and reasonable manner in accordance with NFPA guidelines and standards.
- b. **Police and Fire.** Customer shall provide all necessary police and fire personnel, This includes, but is not limited to contact with the police and fire departments in the area, providing access to fire suppression equipment and water.
- c. **After-Show Inspection and Clean-Up.** Five Star will, in a manner consistent with best practices in the industry conduct a search of the grounds after the Show, and the following morning in an effort to dispose of any unexploded shells and for a general clean-up of the area. The extent of this inspection and clean-up may be affected by other commitments, inclement weather, or other unforeseeable circumstances, including, but not limited to; fire, lighting, rain, snow, or any other factors that hamper its after-show inspection and clean-up.

9. **Non-Assignment.** Five Star shall not assign or sub-let this Contract, or any part thereof, and shall not assign any money due or to become due hereunder without first obtaining the written consent of the Customer hereto.

10. **Compliance.** Five Star shall comply with all federal and state laws, codes, and regulations and all municipal ordinances and regulations effective where the work under this Contract is to be performed.

11. **Permits.** Village of Hartland will be responsible for obtaining all necessary permits for the Show. Failure to obtain permits may result in cancellation of the Show.

12. **Entire Agreement.** This Agreement constitutes the entire Contract of the parties. It is expressly agreed that no statement, arrangement, or understanding, oral or written, express or implied, will be recognized unless it is stated in, or otherwise permitted by, this Agreement. Customer and Five Star warrants that the person executing this Agreement, and any subsequent change orders, has legal authority to do so. Customer acknowledges the review and approval of the entire Agreement before execution. This Agreement is not assignable by either party without the other's consent.

13. **Debt or Obligations.** Each party shall be solely responsible for its separate debts and obligations.

14. **Payment.** The cost of the display shall be \$19,000.00, and the cost for \$2,000,000.00 liability insurance is included, for a total amount due of \$19,000.00, plus sales tax, if applicable. The Customer shall pay the non-refundable deposit in the amount of \$4,500.00 by March 15, 2025. The remaining balance shall be due July 29, 2025. A 5% financing charge shall be applied on the unpaid balance each month until the receipt by Five Star of any unpaid balance.

15. **Indemnification. Mystic Fireworks, Inc. and Five Star Co.** each shall indemnify Customer against all liability to any person for or by reason of any condition, whether defective or otherwise, of any fireworks, apparatus, equipment, or fixtures furnished by Five Star in connection with the Show, and against all liability to any person for or by reason of any act of omission of Five Star or any of its agents or employees. Mystic Fireworks, Inc. and Fire Star Fireworks Co. each shall name the Village of Hartland, its officers, employees and agents as additional insured and shall provide a policy endorsement evidencing same not less than 90 days before the start of the Show.

16. **Severability.** The invalidity of any part of this Agreement shall not be deemed to affect the validity of any other part. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provisions.

17. **Access.** Customer agrees to maintain access for Five Star to the display area, to keep the site free from obstructions, and to obtain permission for Five Star to gain access through any property as necessary to facilitate the shooting of the Show. Customer shall be solely responsible for all risk, shall hold Five Star harmless and free of liability, and shall compensate for any damage or costs arising out of such access or the failure to maintain access.

18. **Insurance.** Five Star shall maintain workers compensation and general liability insurance (in an amount of \$2,000,000.00), as necessary, either through itself or its parent company, Five Star Fireworks, Corp. and shall name the Village of Hartland as an additional insured.

19. **Alternative Dispute Resolution.** In the event that either party requests, in writing, that a dispute relating in any way to this Agreement be resolved by mediation, the other party to this contract *may* proceed to mediate the dispute prior to filing a lawsuit any mediator or group that the parties can mutually agree to.

20. **Waiver.** Customer's commencement of litigation against Five Star for breach of contract or other dispute(s) prior to providing the notice required above, shall be deemed a waiver of any and all claims Customer may have had against Five Star for breach of contract or other dispute(s).

21 **Acceptance.** In executing this Agreement, Customer represents that Customer has the necessary financial resources to fulfill its obligations under this Agreement; and each party represents the person signing on its behalf has the legal authority to execute this Agreement.

By signing this Agreement, Customer represents and warrants that: (1) they have the authority to execute this Agreement for the Show; and (2) they have reviewed and approved the Agreement and the attached Exhibit "A." This Agreement shall become binding on Five Star and Customer upon signing below.

Submitted by Five Star:

By: Tony Heinecke Date: December 26, 2025
Tony Heinecke, VP Sales & Operations

The undersigned Customer certifies that he/she has carefully read this entire Agreement before signing below and acknowledges receipt of a copy of the entire Agreement at the time of signing.

Accepted by Customer:

By: _____ Date: _____

Accepted by Five Star:

By: _____ Date: _____
Tim Heinecke, President

Hartland Contract 2025

17000 W Cleveland Ave.
 New Berlin, WI 53151
 (262)827-1444
 (262)827-4924 (Fax)



3586 Hillside Dr.
 Delafield, WI 53018
 (262) 646-4444

Status: Quote
 Quote #: q18920-1

Event Beg: Mon 6/23/2025 7:30AM
 Event End: Mon 6/30/2025 7:00PM
 Operator: Christopher Watt
 Terms: On Account

Customer #: 3694

VILLAGE OF HARTLAND *

Phone 262-367-0352
 Mobile 262-367-2714

210 COTTONWOOD
 PO BOX 260
 HARTLAND, WI 53029

Delivery Mon 6/23/2025 8:00AM - 5:00PM

Pickup Mon 6/30/2025 8:00AM - 5:00PM

SARA RENNEKAMP 262-490-9982
 BUSINESS
 210 COTTONWOOD
 HARTLAND, WI 53029

SARA RENNEKAMP 262-490-9982
 BUSINESS
 210 COTTONWOOD
 HARTLAND, WI 53029

- 1) DEL MON ANYTIME
- 2) CALL WHEN ON THE WAY

- 1) PICK UP MON ANYTIME

- 1) 25% NON-REFUNDABLE DEPOSIT REQUIRED TO RESERVE, FINAL PAYMENT DUE 30 DAYS PRIOR TO INSTALL
- 2) EVENT HOMETOWN CELEBRATION FESTIVAL
- 3) ASPHALT, OK TO STAKE
- 4) STAGE MUST BE ON LEVEL GROUND
- 5) THE SIDEWALLS HANG SHOWER CURTAIN STYLE AND CAN BE AFFECTED BY WIND
- 6) DELIVERY IS BASED ON AREA RENTAL TRUCK PARKING WITHIN 50 FEET OF INSTALLATION
- 7) CUSTOMER TO SET UP AND RESTACK TABLES & CHAIRS IN SAME MANNER IN WHICH DELIVERED
- 8) DAMAGE WAIVER AVAILABLE FOR 10% OF THE RENTAL

** 9 FOOT LEGS **

Qty	Key	Items	Status
TENT			
1	127-0386	100X150WEN TENSION	Rental
		9' LEGS	
1	127-0721	100X30WEN END ROPES	Rental
1	127-0722	100X30WEN END HOLES	Rental
3	127-0723	100X30WEN MID	Rental
1	126-0045	10X30WCL FRAME TENT	Rental
1	126-8030-1	*10X5WCL END W/ROPE	Rental
1	126-8035-1	*10X5WCL END W/HOLES	Rental
2	126-8040-1	*10X10WCL MID	Rental
SIDEWALL			
12	128-0030-1	SIDEWALL,8'X20'SOLID,TRAD.	Rental
STAGE			
48	096-0050	STAGE,4'X4'SECTIONS UP TO 32"TALL	Rental
		24'X32'X32" BLACK SKIRT	
48	096-0500-1	.STAGE,4'X4'SECTIONS	Rental
1	096-0095-1	STAGE,STEPS UP TO 32"TALL	Rental
BAR/TABLES			
18	096-0125-1	BAR, STANDARD 8' WOOD GRAIN	Rental
12	096-0036	TABLE,CABARET 30"RD.X42"TALL	Rental
		(DO NOT STAPLE TABLES , \$5.00 CHARGE PER TABLE)	
		(TABLES ARE MADE OF PLYWOOD AND ARE DESIGNED TO BE COVERED)	
		1.50 CHARGE PER TABLE IF NOT BROKEN DOWN AND STACKED UPON PICKUP	
12	500-0090-1	^TABLE TOPS 30"	Rental
12	500-0038-1	STEM CABERET	Rental
12	500-0039-1	base	Rental

Qty	Key	Items	Status		
		BAR STOOLS			
4	096-0018-1	CHAIR,BAR STOOL PADDED	Rental		
1	MISC-1	DELIVERY/PICKUP	Delivery		

Quote valid for 5 days.

Quote

I have read all pages associated with this contract. Front and Back.

Area Rental has 5 Business Days to accept or decline the contract after submission of the signed contract based on equipment and staffing availability.

EQUIPMENT DAMAGE WAIVER, 10% of Rental Charge

INITIAL: ACCEPTED _____ DECLINED _____

Signature: _____

VILLAGE OF HARTLAND *

Rental:	\$16,043.72
Delivery Charge:	\$340.00
Subtotal:	\$16,383.72
Total:	\$16,383.72
Paid:	\$0.00
Amount Due:	\$16,383.72

1. Lessee understands and agrees that said equipment remains the property of Lessor and that failure of the Lessee to return said equipment to Lessor within the time provided may constitute a crime and subject the Lessee to prosecution, therefore, unless such failure is occasioned through Lessee's required compliance with military orders. Equipment must not be taken more than 150 miles from origin without Lessor's approval.
2. Lessee agrees to pay Lessor for any loss of or damage to said equipment while in his custody or other expenses resulting from Lessee's use of said equipment. Lessee agrees to pay full rental fee of said equipment until payment for such repairs or replacements have been made to Area Rental. If Lessee accepts damage waiver, Lessee is not responsible for damage to equipment not caused through Lessee neglect up to maximum limit of \$5,000, the Lessee would be responsible for all damages over and above the \$5,000. The Lessee is fully responsible for the following regardless if the damage waiver was accepted or declined: damage to tires, cost of cleaning and reconditioning necessary resulting from use in painting, sandblasting or similar use of equipment, cost of repair or replacement from negligent use from misuse or abuse of the equipment or unnecessary exposure to the elements, or use for purposes for which the equipment was not designed, or for loading beyond capacity. Tractors, loaders and skid steer loaders are not to be used for the purpose of demolition.
3. Lessee authorizes Lessor to bill Lessee's credit card for all charges and expenses incurred pursuant to said contract.
4. Lessee agrees to indemnify and save harmless the Lessor from claims: loss and damage, including costs and attorney's fees arising from or occasioned by the operation, use or presence of the leased equipment or any act or default of Lessee, his agents or servant. Lessee assumes all risks, liabilities and costs for all injuries to or death of any person or persons and damage to the property of anyone arising or occasioned by the operation, use or presence of the leased equipment. Lessee shall reimburse Lessor for all attorney fees, court costs and expenses incurred by Lessor to enforce collection to preserve and enforce Lessor's rights under this contract.
5. Lessee shall assume all liability for any and all damage to personal property from any cause whatsoever while being transported in said trailer and/or equipment including damage caused by water or theft.
6. For the purpose of enforcing Lessor's ownership of said equipment and to protect Lessor's rights under the contract, Lessee agrees that Lessor may retake possession of equipment at any time and for such purpose to enter upon the premises of Lessee. Lessee hereby waives any right of action against Lessor by reason of such retaking or entry.

Lessee acknowledges that he has examined said equipment and/or trailer, together with any coupling mechanism and that said equipment and/or trailer and coupling mechanism are in good condition and that said trailer and/or equipment is securely connected to Lessee's automobile. Lessee agrees to assume all liability for any damages to the towing vehicle arising out of the use of said trailer and/or equipment. Lessee agrees to periodically inspect said equipment and/or trailer and coupling mechanism and to maintain the same in a safe, dependable and secure condition while in his custody. Lessee is fully responsible for the suitability of the towing vehicle and hitch assemblies ability to transport the weight of the trailer and load. Regardless of the party at fault, Lessee understands and agrees to be responsible for damage to said trailer or equipment regulating from collision or other accident.

7. Lessee agrees that in the event any of the Property becomes unsafe or in a state of disrepair, Lessee will immediately discontinue the use thereof and promptly notify Lessor. Lessee accepts responsibility for evacuating any tent when wind or gust exceed 25 MPH or when other unsafe conditions arise. Lessor is not responsible for any damage caused by tents falling regardless of the cause. Grounds must be suitable for the use of installation equipment, Lessor is not responsible for grass, grounds or asphalt damage.
8. Reservations canceled or significantly altered less than 72 hours before the Property is to be delivered or picked up by Lessee are subject to a cancellation fee equal to the full contract cost. All other reservation cancellations are subject to a cancellation fee of 1/3 of the contract cost. Counts may be reduced by up to 15 percent of the dollar amount of the contract without penalty a minimum of 72 hours before the Property is to be delivered or picked up. Deliveries are tail gate to tail gate. A \$15 per man per 15 minutes is assessed on delays of pick ups or deliveries.
9. Lessee assumes full responsibility for any additional expenses incurred by Reason of Breakdown of said equipment. Lessee must pay for all gas used. Sales tax is added to all rentals. Lessee pays for time out, not time used. There are minimum charges on Lessor's equipment regardless if Lessee used up all of that time. In case of equipment breakdown, it is Lessee's responsibility to return equipment for service or replacement. Time adjustments may be made, however, Lessee is still responsible for rental fees. Any equipment kept overnight is charged on a daily basis. Any rental credits must be used within a 3 week period of the original rental contract. Lessee will be charged for service calls due to Lessee error.
10. This contract represents the entire agreement between the parties hereto and there are no collateral, oral or other agreements or understandings. Inquiry proposals are null and void if not accepted within 15 days.

Del Date: 6/25/2025

Pickup: 6/30/25

175 E PARK AVE
HARTLAND, VILLAGE OF
NIXON PARK
HARTLAND, WI KP

							30
				DAYS			
/SPECIAL	EACH	16	0	0	100.00	1,600.00	1,600.00
SPECIAL EVENT RESTROOM							
/HC	EACH	1	0	0	160.00	160.00	160.00
HANDICAP RESTROOM							
/DISP	EACH	17	0	0	15.00	255.00	255.00
ANTISEPTIC HAND CLEANER							
/SM SK	EACH	3	0	0	110.00	330.00	330.00
SINK							
/SERVICE	EACH	2	0	0	380.00	760.00	760.00
SERVICE FRI AND SAT B4 7AM							

SERVICE BEFORE 7AM ON 6/27 & 6/28

ORDERED BY SARA VIA EMAIL. PHONE IS 262-367-0352 OR CELL
262-490-9982. CALL SARA 30 MIN PRIOR TO DELIVERY. PLACEMENT
MAPS ATTACHED.

15 REGULAR UNITS, 1 HANDICAP, 3 SINKS GOES TO THE PARKING LO
@ NIXON PARK PICKLEBALL COURTS

1 REGULAR UNIT BY LOWER NIXON PARK PARKING BY THE DUMPSTER

1 REGULAR GOES TO HARTBROOK DRIVE

CUST 99-3674750

PO#: HOMETOWN

1245698 CELEBERATION 12/26/2024

Net Order: 3,105.00

Less Discount: 0.00

Freight: 0.00

Sales Tax: 0.00

3,105.00

Sara Rennekamp

From: Jennifer Bailey <jbailey@HomeCityIce.com>
Sent: Friday, December 20, 2024 12:46 PM
To: Sara Rennekamp
Subject: RE: Hartland Hometown Celebration

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Sara,

I would be happy to help you out with this.

Last year you got 84 – 20 lb. bags and the one ice box. For the amount you are looking for this year I have provided a quote below.

Let me know if you have any questions.

Drop off date: June 25, 2025

Pick up date: June 30, 2025

Equipment & Services Provided

Ice Merchandiser Use, Delivery and Pick Up
Refer Trailer, Delivery, Use, Unit Hours, Hub Miles, Fuel, Return
Ice Truck, Delivery, Use, Unit Hours, Hub Miles, Fuel, Return
Specialty Handling Equipment Defined Below
On Premise Support Labor Provided
Equipment and Services Total

*** Customer responsible for refueling and any cost associated if fuel tank runs empty(diesel only)**

Bagged Ice Provided

Min. Purchase Requirement of 20# bags

Required Deposit Amount for Guaranteed Minimum Sale.

Please keep in mind, we do not take back or credit any un-used ice, the ice chest must be placed on concrete or blacktop, grass or gravel is not an option.

We require credit card for payment. You will be sent a link to enter your credit card details. The payment for the event will be processed 21 days before the event.

Please confirm the date and the address of the event and any special instructions on where the box will be placed.

Let me know if you have any questions.

Jennifer Bailey

Agent, Customer Support & Development

The Home City Ice Co.
Cincinnati Ohio
513-598-3013 ext (513) 598-3183



This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone.

From: Sara Rennekamp <sarar@villageofhartland.wi.gov>
Sent: 12 20, 2024 1:05 PM
To: Jennifer Bailey <jbailey@HomeCityIce.com>
Subject: Hartland Hometown Celebration

You don't often get email from sarar@villageofhartland.wi.gov. [Learn why this is important](#)

Hi Jennifer,

I would like to reserve ice for the upcoming Hometown Celebration event.

Can I request a different trailer? The trailer we had last year did not seal, could not keep the ice cold and was leaking the whole event. It was problematic and caused a lot of issues. One that seals properly, because it's a weekend long event and the ice is critical.

We need a large order of ice, as we had to run and get more, because I ordered too little. We did request a refill that was delivered on Saturday this past year. Can you tell me how much ice total we ordered in 2024? I want to at least double the order. I am thinking 320 bags. Can you provide a quote? What are the terms?

Here are the event details.

Who:

Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029
262-367-0352

What & When:

Hometown Celebration
June 26-29, 2024

Where:

Nixon Park
175 E. Park Avenue
Hartland, WI 53029

Delivery:
Wednesday, June 25 (9 am)
Saturday, June 29 (9 am)

Pick Up:
Monday, June 30 (9 am)

Day of Event Contact:
Sara Rennekamp
262-490-9982
sarar@villageofhartland.wi.gov

Thank you,



Sara Rennekamp
Village of Hartland
Director of Recreation

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

sarar@villageofhartland.wi.gov |

<https://link.edgepilot.com/s/92df0d89/leGKe6LPD0GC2qqQKRz0tA?u=http://www.villageofhartland.wi.g>

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Southeast Electrical Services

Tom Jenson (Village of Hartland)
210 Cottonwood Ave
Hartland, WI 53029

✉ tomj@villageofhartland.wi.gov

ESTIMATE	#57
ESTIMATE DATE	Dec 22, 2024
EXPIRATION DATE	Feb 20, 2025
TOTAL	\$15,752.66

SERVICE ADDRESS

343 Maple Ave
Hartland, WI 53029

CONTACT US

S92W23055 Milwaukee Ave
Big Bend, WI 53103

☎ (262) 899-1727

✉ sean@southeastelectricalwi.com

ESTIMATE

Services

Residential Hourly Labor - Job Description and Terms

Job description: -343 Maple Ave baseball field-

-Concrete opened up near electrical meter on building, chipped out and removed for directional boring. Concrete work to patch closed INCLUDED.

-Directional bore to new baseball field sign with (2) 1in PVC pipes; (1) for line voltage and (1) for underground rated Cat5e cable for sign.

-Pull Cat5e cable to sign, stub into baseball field building

-(1) new 20amp circuit for new baseball field sign.

-(1) new 20amp circuit for outlet underneath sign.

-Directional bore to flag pole location; (1) for line voltage for flag pole light and outlet on pole.

-Supply 8 to 10ft 4in square pole for flag pole light, concrete work for light pole by OTHERS.

-Supply light for top of pole.

-Install light pole, install flag pole light. Flag pole light to be on dusk to dawn photocell.

-Add GFCI protected outlet at base of pole.

Payment Terms:

50% down payment to schedule.

50% due upon completion

Permit fees are NOT included, if permits are requested there will be an additional charge added to the final invoice.

Directional Boring, 600ft

600ft of directional boring, 1000ft of 1in poly pipe.

Concrete Saw Rental

Time and Material - 2024 Hourly rate

Subtotal	\$15,752.66
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Tax (Out of scope 0%)	\$0.00
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Total	\$15,752.66
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